



CITY OF LODI

COUNCIL COMMUNICATION

AGENDA TITLE: Proposed Fee Increase for Lodi Police Department Services

MEETING DATE: January 5, 1994

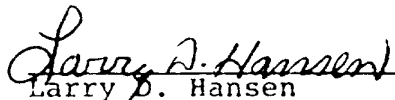
PREPARED BY: Police Chief

RECOMMENDED ACTION: That the City Council authorize the Lodi Police Department to increase the civilian fingerprint fee to \$15.00 and the police report fee to \$10.00 for the first 25 pages and 25¢ per page thereafter.

It is also requested that the City Council authorize Lodi Police Department to charge a fee of \$30.00 for vehicles that are towed by our agency.

BACKGROUND INFORMATION: Please refer to the attached memos from Captain Schick and Acting Captain David Main. Both of these supervisors will be at the Council meeting to answer any questions.

FUNDING: None Required


Larry P. Hansen
Chief of Police

LDH:sm
cc: City Attorney

APPROVED



THOMAS A. PETERSON
City Manager



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L O D I P O L I C E D E P A R T M E N T

M e m o r a n d u m

To: Chief Larry D. Hansen

From: Captain James Schick

Date: December 13, 1993

Subject: Proposed Fee Increases

I recommend increasing the fees charged for police reports and civilian fingerprinting. The current fee for police reports is \$2.25 for the first page and \$.25 for each additional page. I propose this be increased to \$10.00 for reports up to 25 pages and \$.25 per page thereafter. The current fingerprinting fee is \$3.00. I recommend an increase to \$15.00.

The reproduction of a police report entails locating the report, scanning the report to verify it may be released, the actual photocopying, completion of a receipt, and refiling the original document. The recommended increase is comparable to the fees charged by other law enforcement agencies. Please refer to the attachment for comparison fees.

Our current civilian fingerprinting fee is unreasonable. While we wish to provide a service to the community, this fee causes unnecessary work for staff. From June thru November of 1993, 349 civilians were fingerprinted. Many of these people were not residents of our community. People have come to this department from as far away as Modesto because the fee is so low. The present fee scarcely covers the cost of purchasing and completing the receipt, let alone material and labor costs to do the actual fingerprinting. Mail Box Etc., a private business, and the Department of Motor Vehicles (DMV) do fingerprinting in Lodi. Refer to the attachment for comparison fees charged by these entities and other law enforcement agencies.

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In conclusion, I want to add that these harsh economic times demand review of all areas of service. We must charge fees which are equitable yet reasonable. This recommendation meets that criteria. The requested increases are comparable with other agency and private business fees while allowing the City of Lodi to recover reasonable expenses for providing these services.

Respectfully submitted,


Captain James Schick
Support Services Commander

attachment

POLICE REPORT FEES

MANTECA PD	\$10.00 for first 5 pages; .25 cents per additional page
SACRAMENTO PD	10.00 regardless of length
TRACY PD	10.00 for traffic reports; \$5.00 for crime reports
SAN JOAQUIN CO.	
SHERIFF	10.00 for first 25 pages; .25 cents per additional page
GALT PD	10.00 by mail; \$7.50 for first 5 pages; .25 cents per additional page
MODESTO PD	8.00 regardless of length
STOCKTON PD	6.50 for first 7 pages; .50 cents per additional page
CALIF. HIGHWAY	
PATROL	6.00 for first 25 pages; .25 cents per additional page
LODI PD	2.25 for first page; .25 cents per additional page

FINGERPRINT FEES

All fees listed are for two fingerprint cards.

MANTECA PD	\$10.00
SACRAMENTO PD	***does NOT do civilian fingerprinting
TRACY PD	10.00
SAN JOAQUIN SHERIFF	15.00
GALT PD	7.50
STOCKTON PD	11.50
MODESTO	10.00*** does CITY RESIDENTS ONLY
DMV	20.00
MAILBOX ETC.	15.00
LODI PD	3.00

L O D I P O L I C E D E P A R T M E N T

M e m o r a n d u m

To Chief Larry Hansen
 Captain Jerry Adams

From: David J. Main
 Patrol Lieutenant

Date: September 8, 1993

Subject: TOWED VEHICLE RELEASE COST RECOVERY

I would like to propose the city of Lodi adopt a towed vehicle release fee as a form of cost recovery. This release fee would be imposed upon owners and or drivers of vehicles which are ordered towed by police. Victims of crimes such as the owners of stolen autos would be exempt. In most instances police orders a vehicle towed when the driver and or owner has been arrested and charged with violations such as D.U.I., driving with a suspended or revoked license, unlicensed driver, criminal violations, registration being expired for over one year, etc.

Under our current system, whenever a vehicle is ordered towed by police or whenever an abandoned auto is towed the tax payers assume the costs. This proposal would attempt to recover the actual costs to the city and place the financial obligation on the suspect. The recovery costs include salary, fringe benefits, and equipment costs.

While on the surface it may appear that the time involved in the towing of a vehicle may be minimal, closer evaluation indicates there is actually a great deal of time and energy involved in the towing of just one vehicle.

The proposed fee would be required to be paid to the city of Lodi in order for the vehicle to be released to the owner. The collection of the fee, issuance of the receipt, and release will be handled by records personnel during business hours. Failure to pay the fee would result in the vehicle being held until payment is made.

The proposed fee of \$30.00 is a conservative amount in what it costs the city of Lodi to tow a vehicle. It is not designed to make a profit. Government code section 54992 explains the procedure for implementing fees or recovering costs. Cities cannot by law charge a fee above the estimated amount required to provide the service. Also any action taken by a local agency to recover costs shall only be taken by local ordinance and resolution.

There are numerous law enforcement agencies throughout California recovering city costs for the towing of vehicles. To follow is a list of agencies and what they charge. These figures are about six months old and may in fact be higher.

1. Fremont P.D.	\$43.00
2. Newark P.D.	\$50.00
3. San Leandro P.D.	\$40.00
4. San Jose P.D.	\$41.50
5. Livermore P.D.	Looking into it.
6. Gilroy P.D.	\$35.00
7. E. Palo Alto	\$25.00
8. Campbell P.D.	\$25.00
9. Los Altos	Looking into it.
10. Modesto P.D.	\$15.00
11. Manteca P.D.	\$20.00
12. Hayward P.D.	\$50.00
13. Antioch P.D.	None
14. Los Gatos P.D.	None
15. Oakland P.D.	Looking into it.
16. Pittsburg P.D.	\$56.00
17. Concord P.D.	\$25.00

The following is a break down on the duties and responsibilities of all involved personnel whenever a car is ordered towed by police.

POLICE OFFICER:

Stop violator
Determine tow criteria
Communicate with dispatch via radio.
Complete tow sheet.
Inventory vehicle.
Wait for tow truck.
Deliver paper work directly to station for entry.

TIME INVOLVED: 30 minutes.

Top step police officer including fringe benefit package is \$29.95 per hour.

COST: \$14.90

DISPATCHER:

Communicate with officer via radio
Telephone tow company
Tow company log entry.
Receive tow report and review document.
Run vehicle registration information and broadcast information to the field unit.
Apply tow information to tow sheet.
Enter towed vehicle information into computer system.

Time involved: 15 minutes

Top step for dispatcher including fringe benefit package is \$21.70 per hour.

COST: \$5.40

RECORDS PERSONNEL:

Locate vehicle reports and separate from all others.

Make photo copies.

Distribution of copies.

Send notification to registered owner.

Follow paper trail.

When vehicle claimed, obtain report, answer questions, issue release, and receipt.

Time involved: 30 minutes

Top step for records personnel including fringe benefit package is \$15.23 per hour.

COST: \$7.50

Total cost breakdown:

Police Officer	\$14.90
Dispatcher	\$5.40
Records	\$7.50
Total	<hr/> \$27.80

I would recommend the fee be \$30.00 because there are other costs which are hidden or incidental which easily justify the added \$2.20. The following is a list of these costs:

Administration of this program.

Copy machine overhead.

Sergeant or Lieutenant to review and approve vehicle report.

Vehicle overhead. (Cost to run a police vehicle is estimated to be about \$13.00 per hour)

Postal costs to mails notices.

Rare tow hearings administered by the watch commander.

As you can see the city of Lodi could easily justify the fee of \$30.00. The actual cost is higher, but I feel this fee would recover most of what it takes to provide the service and limit criticism that the city is attempting to make a profit.

Projected income:

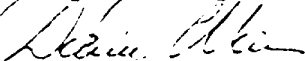
The number of vehicles towed each month by the department varies. About fifty percent of all the vehicles ordered towed by this department represent abandoned autos. Of those vehicles towed as abandoned only about five percent are claimed, therefore cost recovery from the towing of abandoned

autos would be minimal. Cost recovery from all other vehicles towed would be nearly one hundred percent.

On an average the department tows about 10 to 20 abandoned autos per month. All other tows range from 30 upwards. If the department were to tow 30 cars per month, other than abandoned the city would recover approximately \$900.00 per month which works out to \$10800.00 per year. Keep in mind these projections are estimations and could increase or decrease. It would be very difficult to come up with specific numbers as it would require to hand search all cases as the towing of vehicles are not specifically tracked. Last week alone the department towed well over twenty vehicles.

I hope you will give serious consideration to this proposal. I am confident if implemented the city would be able to recover the majority of the cost to provide this service. Programs like this have been quite successful all over the state of California and continue to be implemented everywhere. Citizen complaints from these specific forms of cost recovery have been minimal. I would also like to explore the possibility of having funds raised from this area earmarked for law enforcement related equipment. Attached is a sample copy of policy and procedure as well as the release form.

Respectfully Submitted,



David J. Main
Patrol Lieutenant

TOWED VEHICLE RELEASE FEE

27-13 PURPOSE: The purpose of this policy is to establish a towed vehicle release fee under circumstances in which a vehicle is ordered towed by Police under the provisions listed under section 27-15.

27-14 POLICY: Whenever a vehicle is towed and stored under the provisions listed under 27-15, the officer or employee ordering the tow will supply the driver of the vehicle if present, with "The Instructions for recovering towed vehicles" form and the cost recovery program will come into effect.

27-15 TOWING AUTHORITIES IN WHICH THE TOWED VEHICLE RELEASE FEE WOULD APPLY TO:

- 22651 a Vehicle left unattended on bridge/obstructs traffic.
- 22651 b Traffic Hazard on highway.
- 22651 d Blocking private driveway.
- 22651 e Preventing access to fire hydrant.
- 22651 h Driver arrested.
- 22651 i Five or more days, five or more parking tickets.
- 22651 j Illegally parked without license plates or other evidence of current registration.
- 22651 k Abandoned auto. (Excess 72 hrs.)
- 22651 l Obstructing cleaning, construction, or repair equipment when posted 24 hours in advance.
- 22651 m Obstructing house moving.
- 22651 n Posted "No Parking Tow Away Zone."
- 22651 o Expired registration over one year.
- 22651 p Driver is 12500, 14601, 14601.1, or 14601.2.
- 22655.3 Driver involved in pursuit.
- 22652.2 Parked in handicap stalls in lot.

22653 b Involved in accident. No owner present.
PRIVATE PROPERTY.

22655 A Vehicle involved in hit and run.

22656 Vehicle parked on or within 7 1/2 feet of
rail road tracks.

27-16 PROGRAM ADMINISTRATION: The administration of the
program will fall under the direction of the support services
bureau. Records personnel will be responsible for the
collection of the fees. Vehicle release fees will only be
collected during normal business hours. Exceptions may be
granted by the watch commander.

27-17 VEHICLE IMPOUND PROCEDURE:

POLICE OFFICER:

Stop Violator
Identify violator
Impound vehicle
Complete 180 tow sheet
Wait for tow truck
Inventory vehicle
Deliver tow report to dispatch
Provide owner/vehicle with instructions to recover vehicle.

Dispatcher:

Telephone tow company
Entry into tow log
Run vehicle registration
Enter impound vehicle information into system
Co-worker to review.

Records Clerk:

Inspect owners identification
Check owner for valid license if applicable
Check vehicle registration for current fees if applicable
Complete impound letter to owner.
Complete release fee, collect fee, and sign same.

L O D I P O L I C E D E P A R T M E N T

AUTHORIZATION TO RELEASE STORED VEHICLE

DATE: _____ CASE NUMBER: _____

OWNER/DRIVER: _____

VEHICLE LICENSE: _____ MAKE: _____

EMPLOYEE AUTHORIZING RELEASE: _____ NO. _____

_____	AMERICAN TOW	510 RAILROAD "B"	LODI	334-5010
_____	GEWEKE TOW	102 HANSEN	LODI	334-6500
_____	MATAGA TOW	880 S. BECKMAN	LODI	333-2097
_____	PACIFIC TOW	820 S. BECKMAN	LODI	369-0644
_____	PLUMMER TOW	1011 S. CHEROKEE	LODI	369-3573
_____	STUBBS TOW	400 N. CLUFF	LODI	368-5344

OTHER: _____

RESOLUTION NO. 94-06

A RESOLUTION OF THE LODI CITY COUNCIL
APPROVING AMENDED FEE SCHEDULE FOR CERTAIN POLICE
DEPARTMENT SERVICES

RESOLVED, that the City Council of the City of Lodi does hereby approve amending the fee schedule for certain Police Department Services as follows:

Civilian Fingerprint Fee	\$15.00
Police Report Fee	\$10.00 (first 25 pages) \$.25 (each page thereafter)
Vehicle Towing Charge (Vehicles towed by our agency)	\$30.00

Dated: January 5, 1994

I hereby certify that Resolution No. 94-06 was passed and adopted by the City Council of the City of Lodi in a regular meeting held January 5, 1994 by the following vote:

Ayes:	Council Members -	Mann, Pennino, Snider, and Sieglock (Mayor)
Noes:	Council Members -	Davenport
Absent:	Council Members -	None


Jennifer M. Perrin
City Clerk

94-06

RES9406/TXTA.02J